



STANTON PARISH COUNCIL

Clerk to the Council - Fiona Osman, 20 Micklesmere Drive, Ixworth, Suffolk IP31 2UJ
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Chair – Keith Marlow

Vice Chair – Greg Meadwell

Minutes of the Meeting of Stanton Parish Council held on 13 November 2025 at Stanton Village Hall.

85. Roll Call & Apologies

The following councillors were present:

Dee Burdett

Barry McDonald

John Frizzell

Greg Meadwell (Vice Chair)

Keith Marlow (Chair)

Apologies for absence were received from the following councillors:

	Reason	Approved/ not approved
Lorraine Frost	Family	Approved
Martin Scowcroft	Family illness	Approved

86. Minutes

The minutes of the meeting held on 9 October 25 were confirmed as a correct record, proposed by Cllr Burdett, seconded by Cllr McDonald and all in favour. They were signed by the Chair.

87. Public Forum: One member of the public attended:

David Sexton passed on his thanks to the Parish Council for arranging the road closures for the Remembrance Sunday and Armistice Day services. He also noted that the Parish Council would be considering the Royal British Legion's request to hold 2 car boot sales during 2026 and the Clerk confirmed she would inform the Royal British Legion of the decision following the meeting.

88. Reports from District and County Councils

a. Report from West Suffolk District Councillor Jim Thorndyke

- Cllr Thorndyke informed the Parish Council that he had resigned as Portfolio Holder for Planning but that he would still be involved with Planning and the new Local Plan Working Party.
- West Suffolk Council had introduced small electrical recycling points throughout West Suffolk (*details had been circulated with the agenda*).
- 8 trees had been felled on George Hill opposite the new development. Cllr Thorndyke explained that the land was owned by Highways and they had given permission for the trees to be felled. It was hoped that the pavement could now be extended to 1.8m at this point and the kerb may be restored to full height. Concern was raised about the debris that accumulates on the pavement and what could be done to prevent this. It was agreed that once the development was completed, the parish council could review whether any further work was needed to maintain a clear pavement.
- The faulty streetlight at The Grundle had been out of action for 20 years (see report from CCllr Spicer below).

Cllr Frizzell asked if the recent scaffolding at the old Rose & Crown pub was a indication that the sign was being reinstalled. It was confirmed that the scaffolding was to repair the roof and Cllr Thorndyke said that West Suffolk Council were still chasing the enforcement action.

b. Report from Suffolk County Councillor Joanna Spicer:

- An email had been received from the owner of Foundry House who was still unhappy with the Co-op development regarding access to his property and other issues. Cllr Spicer agreed to forward an email to the owner regarding the outstanding highway issues and a loose electrical cable. As the parish council had a new Chair and Vice Chair, they proposed that they would arrange a meeting with the owner to better understand his concerns. Cllr Thorndyke stated that West Suffolk Council enforcement were reviewing the access issue.
- The delay in repairing the streetlight at The Grundle was caused by damage to the vehicle used for undertaking the repairs. It was hoped this would be repaired within the next few weeks.
- A143 road surface – SCC were looking at the options for repairing the poor surface. They had instigated a mandatory 40mph speed limit between the roundabout at Ixworth and the permanent 40mph limit at Stanton.
- There had been a reported case of bird flu in the local area (Rymer Point, Honington) – this had been posed on the Parish Council's website.
- A further email had been received regarding the closure of the permissive path near St John's Churchyard. Cllr Spicer agreed that there was nothing the parish council could do as the land owner was within their rights to close it. However, the Chair would contact the co-owner of the land to ask if they would be willing to confirm the reasons for the closure.
- The 'Unsuitable for HGVs' sign had been installed at the junction of Upthorpe Road with Hepworth Road. The one further along Upthorpe Road was still outstanding.
- Grove Lane – warning signs were still outstanding.

89. Clerks Report – The Clerk's Report had been circulated with the agenda and the following was highlighted:

- Plot 2 had now been cleared and would be offered to the first person on the waiting list.
- Hillcrest had submitted an invoice for planting of winter bedding in the tubs in The Street.

90. Declarations of Interest - There were no declarations of interest.

91. Statutory Business / Governance

a. Accounts

i. Finance Report – the report was received and accepted.

Cleared transactions since last meeting

Cleared receipts	£641.18
Cleared payments	£51818.01

Bank Reconciliation

This was received and signed by the Chair of Finance Committee.

Balance per Bank Statements	£72,388.72
Unpresented payments	£28.50
Unpresented receipts	-£30.00
Adjusted Bank Balance	£72330.22

ii. **Schedule of Payments – councillors approved the following payments, proposed by Cllr Meadwell, seconded by Cllr McDonald and all in favour:**

Salaries (all) (estimated)	BACS	£1,732.64
West Suffolk Council	BACS	£7,773.72
Community Workshops	BACS	£40.00
LJT Developments Ltd	BACS	£25,674.19
Charlie Avis	BACS	£490.00
Saxon Fire	BACS	£84.00
Reimbursement to Brian Brown (Xmas Tree)	BACS	£28.50
Reimbursement to Cllr Marlow (Fireworks)	BACS	£53.24
Bank Charges	Direct Debit	£5.25
HMRC	Direct Debit	£1,013.83
Octopus Energy – Clock Tower	Direct Debit	£21.57
Octopus Energy – Floodlights	Direct Debit	£23.82
Rainbow Signs & Safety – Toilet Signs	Debit Card	£22.96
Amazon – Cleaning materials	Debit Card	£57.88
Amazon – Key Safe & Toilet Consumables	Debit Card	£64.58
Amazon – A4 paper	Debit Card	£11.99
Amazon – Cemetery Plot Markers	Debit Card	£34.60
Amazon – Firework Sundries	Debit Card	£12.99
Amazon – Firework Sundries	Debit Card	£34.77
Amazon – Firework Sundries	Debit Card	£20.98
Amazon – Padlock for Cemetery Gate	Debit Card	£12.99

The Chairman signed the Schedule of Payments as listed in ii above.

- b. **Areas of Responsibility** – a revised list of responsibilities was approved and responsibilities allocated to those present. This would be circulated to all councillors and published on the website once updated.

92. **Planning Applications**

a. **New Applications**

i.	DC/25/1657/TCA Manor Farmhouse, Old Bury Road	No objections.
ii.	DC/25/1663/LB Foundry House, Old Bury Road	No objections.

93. **Matters for noting and resolution:**

- a. **Play Area Inspection Reports for October 2025** – the reports were received and noted. One piece of equipment needed a repair which requires a contractor to complete. Cllrs Marlow and Meadwell would contact Sutcliffe Play to see if they can advise of a suitable contractor to carry out the repair.

- b. **Village Issues List** – list to be updated as follows:

1 – Highways

1.2 - Second sign warning Not suitable for HGVs further along Upthorpe Road still outstanding.

1.4 - Streetlight repair at The Grundle still outstanding.

2 – Grounds

2.1 – Repair and repaint Flagpole at Clock Tower – awaiting quotation.

2.2 – Bus Shelters – gutters cleared and repainted externally – awaiting quotation for internal painting and re-attaching waste bin.

2.3 – Village Sign – clean and tidy up – awaiting quotation.

2.5 – Dog waste bin – to move location – awaiting quotation.

2.6 – Cemetery Notice Board – turn by 90 degrees – awaiting quotation.

2.7 – Clock Tower – clear gutters – awaiting quotation.

2.8 – Allotments Plot 2 – clear glass, shed and rubble – COMPLETED.

- c. **Fireworks Event** – Cllr Marlow confirmed that the event had been very successful and thanked all of the volunteers for their hard work. It was estimated that around 1,700 persons had attended and the car park was full. The ticket sales were in the region of £7,500. Stanton Parish Council are looking forward to next year's display.
- d. **Christmas Tree Lighting Event** – scheduled for Friday 5 December at 7pm. Cllr McDonald confirmed he would trim the shrub in the churchyard back so that the tree can be installed. All arrangements were in place.
- e. **Coronation Mugs** – it was confirmed that there were over 110 mugs remaining and it was agreed that these should be donated to local charitable groups and organisations.
- f. **Proposal for Stanton Events Committee** – Cllr Marlow proposed that a local Events Committee be established for the running of events in Stanton with representatives from all local groups. The Village Hall Management Committee were in favour and it was proposed that a meeting in early January be held to discuss next steps. The parish council would have representatives on this Committee.
- g. **Review of Caretaker role** – the Clerk informed the Parish Council that due to changing circumstances, the job description for this role had now changed. Various duties were discussed and the Parish Clerk would bring back a draft job description to the next meeting.
- h. **Woodland Trust and Old School Park** –
- Cllr Frost was not able to attend the meeting and her update did not give any information about when the trees that had been ordered from Woodland Trust would be delivered or what the plan was once they had arrived.
 - Cllr Burdett had shared a landscaping plan which had been provided by a local designer, Anne-Marie Stevens, at no cost. The plan took account of existing trees, and enhanced this with paths, seating areas, and planting areas. She also provided a mood board to give an idea of how the self-binding gravel paths would look and some examples of planting schemes that are good for biodiversity and drought tolerant. Councillors were impressed with the design and considered that the design provided a cohesive look to the Park which would be a place to enjoy for all residents of Stanton.

The following points were raised:

- Any design or change to the Park would need to be shared with Suffolk County Council for their approval before any work was started as the Parish Council are leaseholders.
 - There was concern that the trees from Woodland Trust had been ordered with little thought to what species of trees, quantity required and a plan to receive and plant them. All councillors agreed that the order should be cancelled.
 - The parish council would seek to obtain an idea of the size of areas by type e.g. paths, planting, trees etc. This would enable the parish council to seek quotations from local landscapers, which would then be considered at a future meeting.
- i. **Car Boot Sales** – A request had been received from the Royal British Legion to hold two car boot sales on Saturday 18 April and Saturday 18 July 2026. The Parish Clerk had liaised with the Village Hall and the Football Club and confirmed that there weren't any conflicting bookings. The parish council therefore agreed that the

car boot sales could take place. The Clerk would inform the British Legion following the meeting.

- 94. Correspondence received** – the following correspondence was noted:
- a. Pension Credits – West Suffolk Council
 - b. Thank you from Upthorpe Management Committee re donation for play area equipment.
 - c. Invitation to Carol Service – West Suffolk Council
 - d. Update on EV Chargers – Suffolk County Council
 - e. Consultation on proposed changes to Local Council Tax Reduction Scheme – West Suffolk Council
 - f. Update on Housing, Homelessness Reduction and Rough Sleeping Strategy – West Suffolk Council
 - g. Small Electrical Recycling Points – West Suffolk Council
- 95. Matters for discussion-** It was decided to defer the following items to the next agenda.
- Book Exchange (Cllr Meadwell)
 - Social Media and Use of Emails (Cllr Marlow)
- 96. The next Parish Council meetings are on:**
- **Thursday 27 November 2025 at 7pm (Budget Meeting)**
 - **Thursday 11 December 2025 at 7pm**
- 97. Meeting concluded at 21:04 pm**

Signed by:

Chairman: _____

Date: _____